

From: [Epp, Timothy](#)
To: [Leadership_Assistant_Administrators](#); [Leadership_Associate_Administrators](#); [Leadership_Deputy_Assistant_Administrators](#); [Leadership_Deputy_Associate_Administrators](#); [Leadership_Deputy_Regional_Administrators](#); [Leadership_Regional_Administrators](#); [Regional_FOIA_Officers](#); [Deputy_Regional_Counsels](#); [Joffe, Brian](#); [FOIA_Coordinators](#); [Officers_and_Alternates](#); [Regional_Counsels](#)
Cc: [Brazauskas, Joseph](#); [Grantham, Nancy](#); [Richardson, RobinH](#); [White, Elizabeth](#); [Packard, Elise](#); [Leopold, Matt \(OGC\)](#); [Siciliano, CarolAnn](#); [OGC_NFO](#); [Hoverman, Taylor](#); [Willey, Katharine](#); [Payne, James](#); [Grzegozewski, Nicholas](#); [Payne, James](#)
Subject: RE: May 2020 EPA FOIA Backlog Report
Date: Tuesday, May 5, 2020 3:55:13 PM
Attachments: [image004.png](#)
[image005.png](#)

Colleagues, a several additional congratulations on FOIA backlog reduction:

Region 2 also deserves significant congratulations for cutting its backlog by 27 or nearly 30% this month.

And, Regions 3 and 6 also cut their backlog by more than 50% this month, and OW cut its backlog by 50% in two months.

Tim

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Sent: Tuesday, May 05, 2020 3:00 PM

To: [Leadership_Assistant_Administrators](#) (b) (6)
[Leadership_Associate_Administrators](#) (b) (6)
[Leadership_Deputy_Assistant_Administrators](#) (b) (6)
[Leadership_Deputy_Associate_Administrators](#) (b) (6)
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and [Alternates](#) (b) (6); [Regional_Counsels](#)
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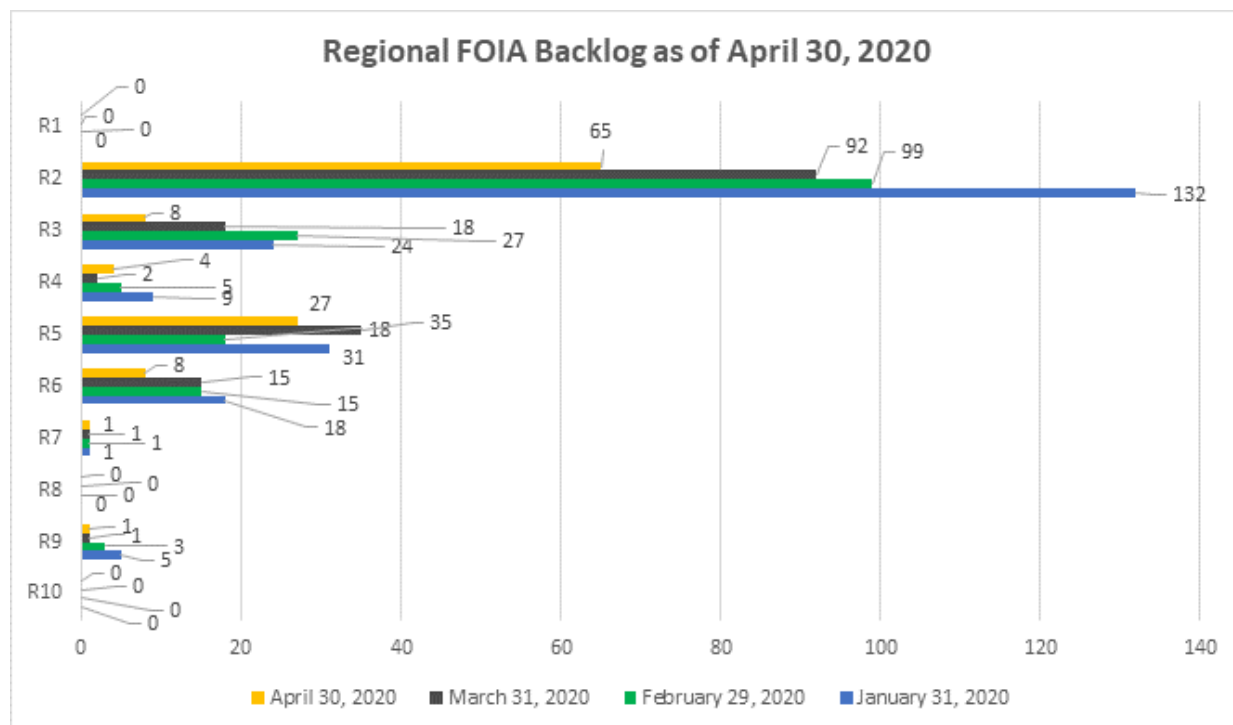
Subject: May 2020 EPA FOIA Backlog Report

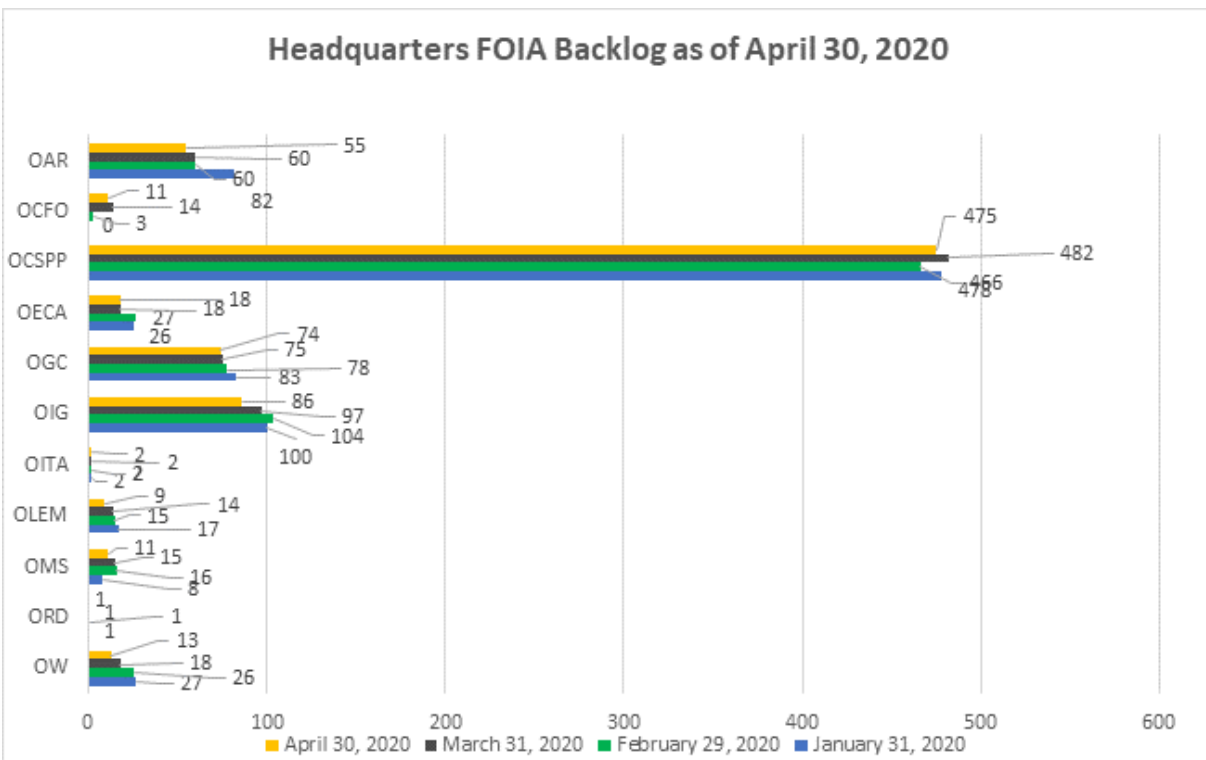
Colleagues,

The charts below show the FOIA backlog in the EPA headquarters program offices and the regions at the end of April, March, February, and January 2020. The Agency's overall FOIA backlog decreased in March down to 1,846. This is down 13% from the beginning of the fiscal year, when the backlog stood at 2,128. Let's keep this trend going!

Congratulations to the offices with no backlog this month –Regions 1, 8, and 10 (and congratulations to Regions 1 and 10 for sustaining a zero backlog for eight consecutive months, and to Region 8 for seven consecutive months). Also, congratulations to the Administrator's Office for reducing its backlog by 98 in April. At the end of April, the Office of the Administrator had a FOIA backlog of 978, which the first time below 1,000 in many years.

While these successes and the overall Agency backlog reduction in April are great news, the Agency as a whole is still behind on its targets for this fiscal year. Thus, we need continued, sustained effort over the coming months to achieve the Agency-wide and office-specific backlog reduction goals by the end of the fiscal year.





For this report, backlog is defined as FOIA requests pending for more than 20 days as of the end of the month, more than 30 days for unusual circumstances, and for which there was not an agreed extension documented in the FOIAonline tracking system. Please note that this definition of the backlog is different from the definition required for the Agency's annual report to the Department of Justice, which does not take into account unusual circumstances or other extensions documented in the FOIAonline tracking system. In his November 12, 2018 FOIA Memorandum, Administrator Wheeler directed the National FOIA Office to circulate monthly a report of the FOIA request backlog at EPA.

The January data in this report was generated from FOIAonline on February 2, 2020; the February data on March 1, 2020, the March data on April 3 (due to malfunctioning search feature on April 1 and 2), and the April data on May 1, 2020. If you would like to discuss this data, what additional data you would like to see reported, or to discuss ideas on how we can more rapidly reduce the Agency's FOIA backlog and more effectively meet the Agency's FOIA responsibility, please contact me at epp.timothy@epa.gov or at (202) 564-2830.

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